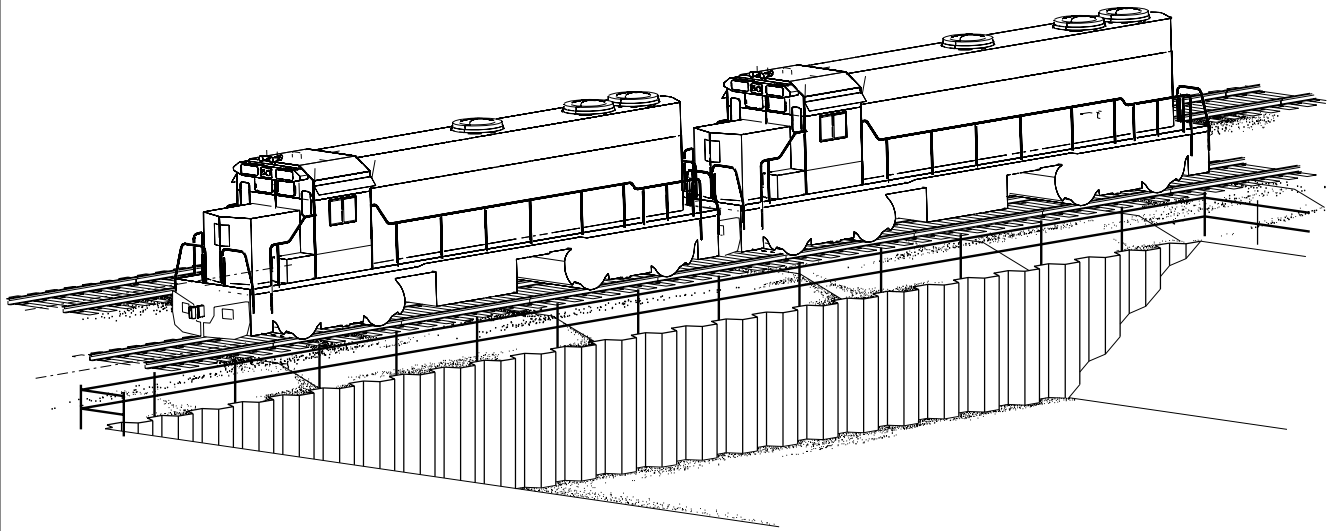


GUIDELINES FOR TEMPORARY SHORING



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GUIDELINES FOR TEMPORARY SHORING

1. SCOPE

The scope of these guidelines is to inform public agencies, design engineers, contractors and inspectors of current Railroad standards and requirements concerning design and construction of temporary shoring.

1. The term **Railroad** refers to the Burlington Northern & Santa Fe Railway (BNSF) and/or the Union Pacific Railroad (UPRR). The term **Contractor** is defined as any party gaining access to work on Railroad right-of-way or other Railroad operating locations.
2. These guidelines are provided as a reference and may not be taken as authority to construct without prior review and written approval of the Railroad. These guidelines supersede all previous guidelines for temporary shoring and are subject to revision without notice.
3. These guidelines supplement the current, American Railway Engineering and Maintenance-of-Way Association (AREMA) Manual of Recommended Practice. The 2002 AREMA Manual was utilized in developing this guideline. The AREMA Manual is available from:

American Railway Engineering and Maintenance-of-Way Association
8201 Corporate Drive, Suite 1125
Landover, MD 20785-2230
Phone: (301) 459-3200
FAX: (301) 459-8077
www.arema.org

4. The specific requirements for temporary shoring addressed in this document shall be followed for all locations where the Railroad operates, regardless of track ownership.
5. Any items not covered specifically herein shall be in accordance with the AREMA Manual and subject to the review and approval of the Railroad. Where conflicts exist, the most stringent specification should be applied.
6. All excavations shall also be governed by Railroad requirements, Federal, State and Local laws, rules, and regulations concerning construction safety.
7. Safe rail operations shall be required for the duration of the project. All personnel, railroad tracks and property shall be protected at all times.
8. To expedite the review process of the temporary shoring plans, drawings submitted by the Contractors are required to adhere to the project specifications, AREMA and other Railroad requirements.

2. GENERAL CRITERIA

The Contractor must not begin construction of any component of the shoring system affecting the Railroad right-of-way until written Railroad approval has been received.

1. All excavations shall be in compliance with applicable OSHA regulations and shall be shored where there is any danger to tracks, structures or personnel regardless of depth.

2. The Contractor is responsible for planning and executing all procedures necessary to construct, maintain and remove the temporary shoring system in a safe and controlled manner.
3. Emergency Railroad phone numbers are to be obtained from the Railroad representative in charge of the project prior to the start of any work and shall be posted at the job site.
4. The Contractor must obtain a valid right of entry permit from the Railroad and comply with all Railroad requirements when working on Railroad property.
5. The Contractor is required to meet minimum safety standards as defined by the Railroad.
6. All temporary shoring systems that support or impact the Railroad's tracks or operations shall be designed and constructed to provide safe and adequate rigidity.
7. The Railroad requirements, construction submittal review times and review criteria should be discussed at the pre-construction meeting with the Contractor.
8. A flagman is required when any work is performed within 25 feet of track centerline. If the Railroad provides flagging or other services, the Contractor shall not be relieved of any responsibilities or liabilities as set forth in any document authorizing the work. No work is allowed within 50 feet of track centerline when a train passes the work site and all personnel must clear the area within 25 feet of track centerline and secure all equipment when trains are present.
9. Appropriate measures for the installation and protection of fiber optic cables shall be addressed in the plans and contract documents. For specific Railroad requirements and additional information refer to:

www.bnsf.com or call 1-800-533-2891.

www.uprr.com, call 1-800-336-9193 or refer to UPRR Fiber Optic Engineering, Construction and Maintenance Standards.
10. Relocation of utilities or communication lines not owned by the Railroad shall be coordinated with the utility owners. The utility relocation plans must then be submitted to the Railroad utility representative for approval. The shoring plans must include the correct contact for the Railroad, State or Local utility locating service provider. The Railroad will not be responsible for cost associated with any utility, signal, or communication line relocation or adjustments.

3. CONTRACTOR RESPONSIBILITIES

The Contractor shall be solely responsible for the design, construction and performance of the temporary structure. **(AREMA 8.28.1.3)**

1. The Contractor's work shall in no way impede the train operations of the Railroad and must be coordinated with the local Railroad operating department.
2. The Contractor shall develop a work plan that enables the track(s) to remain open to train traffic at all times.
3. The Contractor shall comply with all State and Federal Laws, county or municipal ordinances and regulations which in any manner affect the work.
4. All removed soils will become the responsibility of the Contractor and shall be disposed of outside the Railroad right-of-way according to the applicable Federal, State and Local regulations.
5. The Project Engineer and the Contractor shall evaluate the quality of materials furnished and work performed.

6. The Contractor is responsible to protect the Railroad ballast and subballast from contamination.
7. The Contractor must monitor and record top of rail elevations and track alignment for the duration of the project. The movement shall be within the limits defined in **Table 1, Deflection Criteria** on page 10. Displacements exceeding the limits defined in **Table 1** must be immediately reported to the Railroad. All work on the project must stop and the Railroad may take any action necessary to ensure safe passage of trains. The Contractor must immediately submit a corrective action plan to the Railroad for review and approval. The Railroad must review and approve the proposed repair procedure. The repair must be inspected by the Railroad before the track can be placed back in service.
8. Any damage to Railroad property such as track, signal equipment or structure could result in a train derailment. All damage must be reported immediately to the Railroad representative in charge of the project and to the Railroad Manager of Track Maintenance (MTM).

4. INFORMATION REQUIRED

Plans and calculations shall be submitted, signed and stamped by a Registered Professional Engineer familiar with Railroad loadings and who is licensed in the state where the shoring system is intended for use. Shoring design plans and calculations shall be in English units. If Metric units are used, all controlling dimensions, elevations, design criteria assumptions, and material stresses shall be expressed in dual units, with English units to be in parentheses. Information shall be assembled concerning right-of-way boundary, clearances, proposed grades of tracks and roads, and all other factors that may influence the controlling dimensions of the proposed shoring system. See section 10 for additional requirements.

1. Field Survey.

Sufficient information shall be shown on the plans in the form of profiles, cross sections and topographical maps to determine general design and structural requirements. Field survey information of critical or key dimensions shall be referenced to the centerline of track(s) and top of rail elevations. Existing and proposed grades and alignment of tracks and roads shall be indicated together with a record of controlling elevation of water surfaces or ground water. Show the location of existing/proposed utilities and construction history of the area which might hamper proper installation of the piling, soldier beams, or ground anchors.

2. Geotechnical Report shall provide:

- a. Elevation and location of soil boring in reference to the track(s) centerline and top of rail elevations.
- b. Classification of all soils encountered.
- c. Internal angle of soil friction.
- d. Dry and wet unit weights of soil.
- e. Active and passive soil coefficients, pressure diagram for multiple soil strata.
- f. Bearing capacity and unconfined compression strength of soil.
- g. Backfill and compaction recommendations.
- h. Optimum moisture content of fill material.
- i. Maximum density of fill material.
- j. Minimum recommended factor of safety.
- k. Water table elevation on both sides of the shoring system.
- l. Dewatering wells and proposed flownets or zones of influence.
- m. In seismic areas, evaluation of liquefaction potential of various soil strata.

3. Loads.

All design criteria, temporary and permanent loading must be clearly stated in the design calculations and on the contract and record plans. Temporary loads include, but are not limited to: construction equipment, construction materials and lower water levels adjoining the bulkhead causing unbalanced hydrostatic pressure. Permanent loads include, but are not limited to: future grading and paving, Railroads or highways, structures, material storage piles, snow and earthquake. The allowable live load after construction should be clearly shown in the plans and painted on the pavements behind the bulkheads or shown on signs at the site and also recorded on the record plans. Some of the loads are:

- a. Live load pressure due to E80 loading for track parallel to shoring system.
- b. Live load pressure due to E80 loading for track at right angle to shoring system.
- c. Other live loads.
- d. Active earth pressure due to soil.
- e. Passive earth pressure due to soil.
- f. Active earth pressure due to surcharge loads.
- g. Active pressure due to sloped embankment.
- h. Dead load.
- i. Buoyancy.
- j. Longitudinal force from live load.
- k. Centrifugal forces.
- l. Shrinkage.
- m. Temperature.
- n. Earthquake.
- o. Stream flow pressure.
- p. Ice pressure.

4. Drainage. (AREMA 8.20.2.4)

- a. The drainage pattern of the site before and after construction should be analyzed and adequate drainage provisions should be incorporated into the plans and specifications. Consideration should be given to groundwater as well as surface drainage.
- b. Drainage provisions for backfill should be compatible with the assumed water conditions in design.

5. Structural design calculations.

- a. List all assumptions used to design the temporary shoring system.
- b. Determine E80 live load lateral pressure using the Boussinesq strip load equation. See **Figure 2** which illustrates Plan Number **710001 "LIVE LOAD PRESSURE DUE TO COOPER E80"**.
- c. Computerized calculations and programs must clearly indicate the input and output data. List all equations used in determining the output.
- d. Example calculations with values must be provided to support computerized output and match the calculated computer result.
- e. Provide a simple free body diagram showing all controlling dimensions and applied loads on the temporary shoring system.
- f. Calculated lateral deflections of the shoring and effects to the rail system must be included. See section 8, Part 6. Include the elastic deflection of the wall as well as the deflection due to the passive deflection of the resisting soil mass.
- g. Documents and manufacturer's recommendations which support the design assumptions must be included with the calculations.

5. TYPES OF TEMPORARY SHORING

1. A shoring box is a prefabricated shoring system which is installed as the excavation progresses. This shoring system is not accepted by the Railroad. This system is allowed in special applications only, typically where Railroad live load surcharge is not present. The shoring box is moved down into the excavation by gravity or by applying vertical loading from excavation equipment.
2. Anchored systems with tiebacks are discouraged. The tiebacks will be an obstruction to future utility installations and may also damage existing utilities. Tiebacks must be removed per Railroad direction. Removal of tieback assemblies is problematic.
3. An anchored sheet pile wall is a structure designed to provide lateral support for a soil mass and derives stability from passive resistance of the soil in which the sheet pile is embedded and the tensile resistance of the anchors.
 - a. For purposes of these guidelines, ground anchors shall be cement-grouted tiebacks designed, furnished, installed, tested and stressed in accordance with the project specifications and AREMA requirements.
4. An anchored soldier beam with lagging wall is a structure designed to provide lateral support for a soil mass and derives stability from passive resistance of the soil in which the soldier beam is embedded and from the tensile resistance of the ground anchors.
 - a. Anchored soldier beam with lagging walls are generally designed as flexible structures which have sufficient lateral movement to mobilize active earth pressures and a portion of the passive pressure.
 - b. For purposes of these specifications, soldier beams include steel H-piles, wide flange sections or other fabricated sections that are driven or set in drilled holes. Lagging refers to the members spanning between soldier beams.
5. A cantilever sheet pile wall is a structure designed to provide lateral support for a soil mass and derives stability from passive resistance of the soil in which the sheet pile is embedded. If cantilever sheet pile is used for shoring adjacent to an operating track, the shoring system shall be at least 12'-0" away from the centerline of track. Cantilever sheet pile walls shall be used only in granular soils or stiff clays.
6. A cantilever soldier beam with lagging wall is a structure designed to provide lateral support for a soil mass and derives stability from passive resistance of the soil in which the soldier beam is embedded.
7. A braced excavation is a structure designed to provide lateral support for a soil mass and derives stability from passive resistance of the soil in which the vertical members are embedded and from the structural capacity of the bracing members.
 - a. For purposes of these guidelines, the vertical members of the braced excavation system include steel sheet piling or soldier beams comprised of steel H-piles, wide flange sections, or other fabricated sections that are driven or installed in drilled holes. Wales are horizontal structural members designed to transfer lateral loads from the vertical members to the struts. Struts are structural compression members that support the lateral loads from the wales.
8. A cofferdam is an enclosed temporary structure used to keep water and soil out of an excavation for a permanent structure such as a bridge pier or abutment or similar structure. Cofferdams may be constructed of timber, steel, concrete or a combination of these. These guidelines consider cofferdams primarily constructed with steel sheet piles.

6. GENERAL SHORING REQUIREMENTS

For general shoring requirements and specific applications of the following items refer to **Figure 1** on the next page which illustrates Plan Number **710000 "GENERAL SHORING REQUIREMENTS"**.

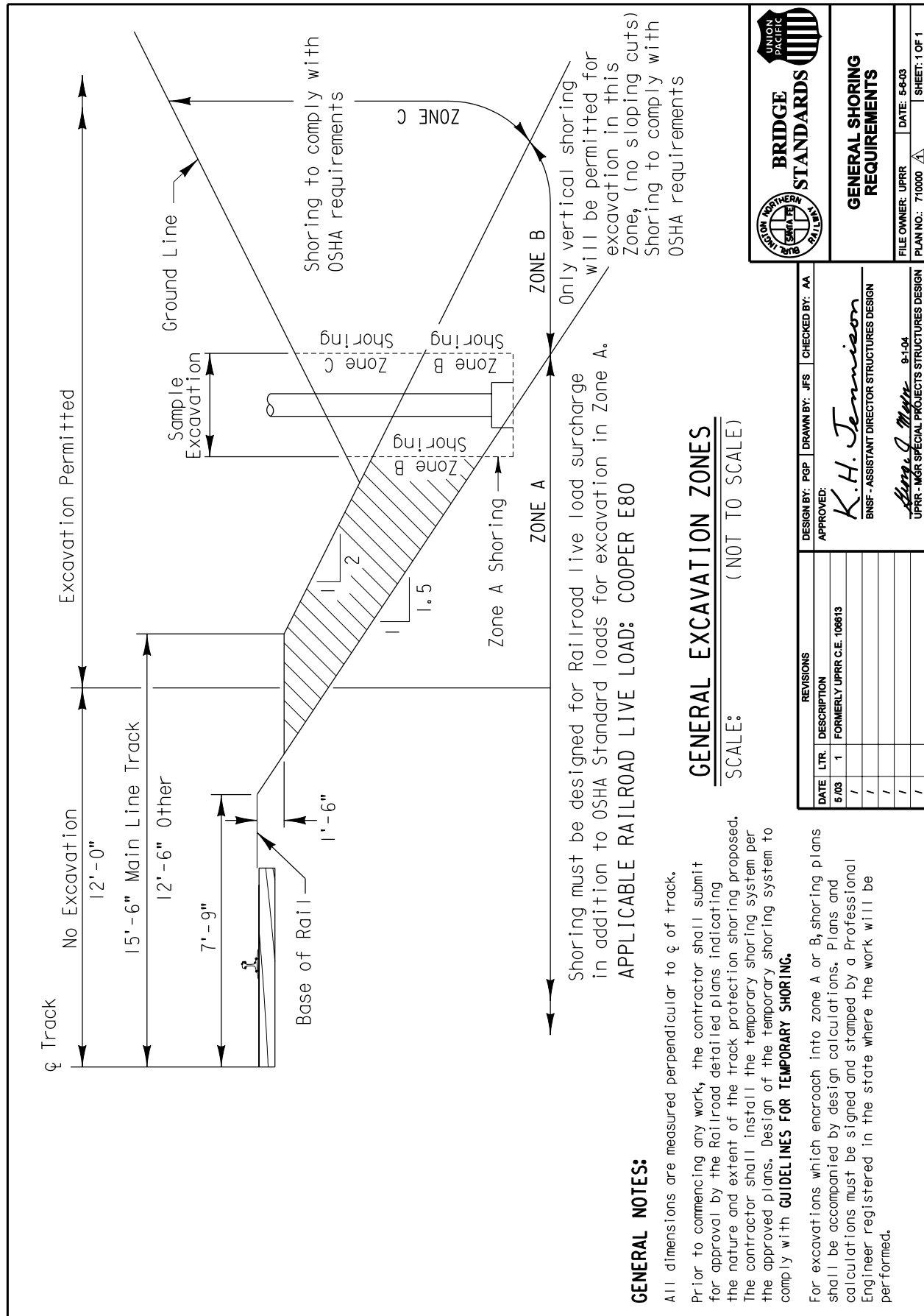


Figure 1

1. No excavation shall be permitted closer than 12'-0" measured at a right angle from the centerline of track to the trackside of shoring system. If existing conditions preclude the installation of shoring at the required minimum distance, the shifting of tracks or temporary removal of tracks shall be investigated prior to any approval. All costs associated with track shifting or traffic interruption shall be at Contractor's expense.
2. Evaluate slope and stability conditions to ensure the Railroad embankment will not be adversely affected. Local and global stability conditions must also be evaluated.
3. All shoring within the limits of Zone A or Zone B must be placed prior to the start of excavation.
4. Lateral clearances must provide sufficient space for construction of the required ditches parallel to the standard roadbed section. The size of ditches will vary depending upon the flow and terrain and should be designed accordingly.
5. The shoring system must be designed to support the theoretical embankment shown for zones A and B.
6. Any excavation, holes or trenches on the Railroad property shall be covered, guarded and/or protected. Handrails, fence, or other barrier methods must meet OSHA and FRA requirements. Temporary lighting may also be required by the Railroad to identify tripping hazards to train crewmen and other Railroad personnel.
7. The most stringent project specifications of the Public Utilities Commission Orders, Department of Industrial Safety, OSHA, FRA, AREMA, BNSF, UPRR or other governmental agencies shall be used.
8. Secondhand material is not acceptable unless the Engineer of Record submits a full inspection report which verifies the material properties and condition of the secondhand material. The report must be signed and sealed by the Engineer of Record.
9. All components of the shoring system are to be removed when the shoring is no longer needed. All voids must be filled and drainage facilities restored. See compaction requirements section 9, Part 4.
10. Slurry type materials are not acceptable as fill for soldier piles in drilled holes. Concrete and flowable backfill may prevent removal of the shoring system. Use compacted peagravel material.

7. COMPUTATION OF APPLIED FORCES

1. Railroad live load and lateral forces.
 - a. For specific applications of the Coopers E80 live load refer to **Figure 2** on the next page which illustrates Plan Number **710001 "LIVE LOAD PRESSURE DUE TO COOPER E80"**. Supplemental information and sample calculations are provided in the Appendix pages A-1 through A-4.
2. Dead load.
 - a. Spoil pile: must be included assuming a minimum height of two feet of soil adjacent to the excavation.
 - b. Track: use 200 lbs/linear ft for rails, inside guardrails and fasteners.
 - c. Roadbed: ballast, including track ties, use 120 lb per cubic foot.



3. Active earth pressure.

- a. The active earth pressure due to the soil may be computed by the Coulomb Theory or other approved method.
- b. The active earth pressure at depth “ z_a ” is:

$$P_A = K_A \gamma z_a, \text{ where } K_A = \tan^2(45 - \frac{\phi}{2})$$

z_a = depth of soil influencing the active pressure.

4. Active earth pressure due to unbalanced water pressure.

- a. When bulkheads are used for waterfront construction, the bulkhead is subjected to a maximum earth pressure at the low water stage. During a rainstorm or a rapidly receding high water, the water level behind the bulkhead may be several feet higher than in front of the bulkhead.
- b. Drained conditions in backfill apply when clean sand or clean sand and gravel are used and adequate permanent drainage outlets are provided. Where drained conditions exist, the design water level may be assumed at the drainage outlet elevation.

5. Active earth pressure due to surcharge load.

The active earth pressure due to surcharge load q' :

$$P_U = K_A q', \text{ where } K_A = \tan^2(45 - \frac{\phi}{2})$$

6. Passive earth pressure.

The passive earth pressure, P_p , in front of the bulkhead may also be computed by the Coulomb Theory.

$$P_p = K_p \gamma z_p, \text{ where } K_p = \tan^2(45 + \frac{\phi}{2})$$

z_p = vertical distance beginning one foot below dredge line but not to exceed embedment depth

7. Pressure due to embankment surcharges.

Conventional analysis (Rankine, Coulomb, or Log-Spiral) should be used to determine the additional surcharge from embankment slopes.

8. Additional analysis for centrifugal force calculations as described in **AREMA Chapter 15, Part 1, Section 1.3, Article 1.3.6** Centrifugal Loads are required where track curvature exceeds three degrees.

9. Include and compute all other loads that are impacting the shoring system such as a typical Railroad service vehicle (HS-20 truck).

8. STRUCTURAL INTEGRITY

Structures and structural members shall be designed to have design strengths at all sections at least equal to the required strengths calculated for the loads and forces in such combinations as stipulated in **AREMA Chapter 8 Part 2 Article 2.2.4b**, which represents various combinations of loads and forces to which a structure may be subjected. Each part of the structure shall be proportioned for the group loads that are applicable, and the maximum design required shall be used.

1. Embedment depth.

- a. Calculated depth of embedment is the embedment depth required to maintain static equilibrium.

- b. Minimum depth of embedment is the total depth of embedment required to provide static equilibrium plus additional embedment due to the minimum factor of safety.
 1. Embedment depth factor of safety for well-defined loading conditions and thoroughly determined soil parameters is generally 1.3 for most temporary shoring systems. (See **AREMA 8.20.4.1.c**)
 2. All anchored shoring systems require a minimum embedment depth of 1.5 times the calculated depth of embedment. Shallow penetration into strong soil layers is not acceptable. (See **AREMA 8.20.5.1**)
2. The allowable stresses based on AREMA requirements are as follows:

Structural Steel: $0.55F_y$ for Compression in extreme fiber. (**AREMA Ch.15 Table 1-11**)

Structural Steel: $0.35F_y$ for Shear. (**AREMA Ch.15 Table 1-11**)

Sheet Pile Sections: $2/3$ of yield strength for steel. (**AREMA 8.20.5.7**)

Concrete: $1/3$ of Compressive strength. (**AREMA 8.20.5.7**)

Anchor Rods: $1/2$ of yield strength for steel. (**AREMA 8.20.5.7**)
3. AISC allowances for increasing allowable stress due to temporary loading conditions are not acceptable.
4. Gravity type temporary shoring systems must also be analyzed for overturning, sliding and global stability.
5. The contractor is responsible for providing an approved test method to verify the capacity of anchored or tieback systems. The manufacturers recommendations for testing must be satisfied. Systems which support the Railroad embankment will be considered high risk in determining the percentage of elements to be proof tested.
6. Calculated deflections of temporary shoring system and top of rail elevation shall not exceed the criteria outlined in **Table 1 Deflection Criteria**.

Table 1 Deflection Criteria

Horizontal distance from shoring to track C/L measured at a right angle from track	Maximum horizontal movement of shoring system	Maximum acceptable horizontal or vertical movement of rail
$12' < S < 18'$	$3/8''$	$1/4''$
$18' < S < 24'$	$1/2''$	$1/4''$

9. SOIL CHARACTERISTICS

1. Subsurface Exploration. (**AREMA 8.5.2.2**)
 - a. Sufficient borings shall be made along the length of the structure to determine, with a reasonable degree of certainty, the subsurface conditions. Irregularities found during the initial soil boring program may dictate that additional borings be taken.
 - b. The subsurface investigation shall be made in accordance with the provisions of **AREMA Chapter 8 Part 22, Geotechnical Subsurface Investigation**.
2. Type of backfill.
 - a. Backfill is defined as material behind the wall, whether undisturbed ground or fill, that contributes to the pressure against the wall.

- b. The backfill shall be investigated and classified with reference to the soil types described in **AREMA Table 8-5-1**.
- c. Types 4 and 5 backfill shall be used only with the permission of the Engineer. In all cases the wall design shall be based on the type of backfill used.

Table 8-5-1 (AREMA) Types of Backfill for Retaining Walls

Backfill Type	Backfill Description
1	Coarse-grained soil without admixture of fine soil particles, very free-draining (clean sand, gravel or broken stone).
2	Coarse-grained soil of low permeability due to admixture of particles of silt size.
3	Fine silty sand; granular materials with conspicuous clay content; or residual soil with stones.
4	Soft or very soft clay, organic silt; or soft silty clay.
5	Medium or stiff clay that may be placed in such a way that a negligible amount of water will enter the spaces between the chunks during floods or heavy rains.

3. Computation of backfill pressure. **(AREMA 8.5.3.2a)**

- a. Values of the unit weight, cohesion, and angle of internal friction of the backfill material shall be determined directly by means of soil tests or, if the expense of such tests is not justifiable, by means of **AREMA Table 8-5-2** referring to the soil types defined in **AREMA Table 8-5-1**. Unless the minimum cohesive strength of the backfill material can be evaluated reliably, the cohesion shall be neglected and only the internal friction considered. See Appendix page A-6 for AREMA generic soil properties.

Table 8-5-2 (AREMA) Properties of Backfill Materials

Type of Backfill	Unit Weight Lb. Per Cu. Ft.	Cohesion "c"	Angle of Internal Friction
1	105	0	33°-42°(38°for broken stone)
2	110	0	30°
3	125	0	28°
4	100	0	0°
5	120	240	0°

4. Compaction.

- a. The backfill shall preferably be placed in loose layers not to exceed 8 inches in thickness. Each layer shall be compacted before placing the next, but over compaction shall be avoided.
- b. It is required that backfill be compacted to no less than 95% of maximum dry density at a moisture content within 2% of optimum and tested using Modified Proctor ASTM D1557.
- c. Fill within 100 feet of bridge ends or 20 feet outside culverts shall be placed and compacted to not less than 100% of maximum.
- d. No dumping of backfill material shall be permitted in such a way that the successive layers slope downward toward the wall. The layers shall be horizontal or shall slope downward away from the wall.

10. PLANS

The shoring plans must completely identify the site constraints and the shoring system. Use the design templates provided in the appendix as an example to show the required information, specifications and drawings. The specific requirements of the plan submittals are as follows:

1. General plan view should show:
 - a. Railroad right-of-way and North arrow.
 - b. Position of all Railroad tracks and identify each track as mainline, siding, spur, etc.
 - c. Spacing between all existing tracks.
 - d. Location of all access roadways, drainage ditches and direction of flow.
 - e. Footprint of proposed structure, proposed shoring system and any existing structures if applicable.
 - f. Proposed horizontal construction clearances. The minimum allowable is 12 feet measured at a right angle from centerline of track.
 - g. Location of existing and proposed utilities.
 - h. Drawings must be signed and stamped by a Licensed Professional Engineer, registered in the state where the work will be performed.
 - i. Railroad and other "CALL BEFORE YOU DIG" numbers.
 - j. Detailed view of shoring along with controlling elevations and dimensions.
2. Typical section and elevation should show:
 - a. Top of rail elevations for all tracks.
 - b. Offset from the face of shoring system to the centerline of all tracks at all changes in horizontal alignment.
 - c. All structural components, controlling elevations and dimensions of shoring system.
 - d. All drainage ditches and controlling dimensions.
 - e. All slopes, existing structures and other facilities which may surcharge the shoring system.
 - f. Location of all existing and proposed utilities.
 - g. Total depth of shoring system.
3. General criteria
 - a. Design loads to be based on the AREMA manual and Cooper E80 loading.
 - b. Pressure due to embankment surcharges.
 - c. ASTM designation and yield strength for each material.
 - d. Maximum allowable bending stress for structural steel is $0.55F_y$.
 - e. Temporary overstress allowances are not acceptable.
 - f. All timber members shall be Douglas Fir grade 2 or better.
 - g. Insitu soil classification.
 - h. Backfill soil classification.
 - i. Internal angle of friction and unit weight of the soil.
 - j. Active and passive soil coefficients.
 - k. Fill within 100 feet of bridge ends or 20 feet outside culverts shall be placed and compacted to a minimum of 100% of maximum dry density tested per Modified Proctor ASTM D1557.
 - l. Slopes without shoring shall not be steeper than 2 horizontal to 1 vertical

- m. Dredge line elevation.
 - n. Shoring deflection to be calculated and meet Railroad requirements.
4. Miscellaneous:
- a. Project name, location, GPS coordinates, track owner, Railroad line segment, milepost and subdivision in the title block.
 - b. Procedure outlining the installation and removal of the temporary shoring system.
 - c. General notes specifying material requirements, design data, details, dimensions, cross-sections, sequence of construction etc.
 - d. A description of the tieback installation including drilling, grouting, stressing information and testing procedures, anchor capacity, type of tendon, anchorage hardware, minimum unbonded lengths, minimum anchor lengths, angle of installation, tieback locations and spacing.
 - e. All details for construction of drainage facilities associated with the shoring system shall be clearly indicated.
 - f. Details and descriptions of all shoring system members and connection details.
 - g. Settlement and displacement calculations.
 - h. Handrail and protective fence details along the excavation.
 - i. Drawings must be signed and stamped by a Licensed Professional Engineer, registered in the state where the work will be performed.
 - j. Call before you dig number.
 - k. Construction clearance diagram.

11. SUBMITTALS

The Contractor will be responsible for any and all cost associated with the review of plans by the Railroad. Review of design submittals by the Railroad will require a minimum of four (4) weeks. To avoid impacting the construction schedule, the Contractor must schedule submittals well in advance. Partial, incomplete or inadequate designs will be rejected, thus delaying the approval. Revised submittals will follow the same procedure as the initial submittal until all issues are resolved. Submit a minimum of three sets of shoring plans and two sets of calculations with manufacturers' specifications. Drawings and calculations must be signed and stamped by a Registered Professional Engineer familiar with Railway loadings and who is licensed in the state where the shoring system is intended for use. Drawings accompanying the shoring plans shall be submitted on 11" x 17" or 8½" x 11" sized paper.

1. Contractor review.

The Contractor must review the temporary shoring plans to ensure that the proposed method of construction is compatible with the existing site and soil conditions. The Contractor's work plan must be developed to allow train traffic to remain in service. Removal of the shoring system must also be addressed.

2. Applicant and or Engineer of Record review.

The applicant and or Engineer of Record must review and approve the submittal for compliance with the project specifications, AREMA Manual, these guidelines and structural capacity before forwarding the submittal to the Railroad.

3. Review process.

All design submittals shall be forwarded to the Railroad Representative who will send them to the Structures Design Department. The Structures Design Department shall review or have an outside consultant review said submittals. If a Railroad consultant performs said review, the consultant may reply directly to the applicant or their representative after consultation with the Structures Design Department. A copy of the reply will be mailed to the Railroad Representative. During the review process the Railroad Representative is the point of contact to resolve outstanding issues.

12. APPENDIX

ITEM	PAGE
1. SAMPLE PROBLEM	A-1 & A-2
2. CHART A	A-3 & A-4
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AREMA Table 8-20-1. Granular Soils	
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GENERAL CRITERIA AND MISCELLANEOUS	A-7
GENERAL PLAN VIEW	A-8
TYPICAL SECTION & ELEVATION VIEW	A-9

13. BIBLIOGRAPHY

The following list of references used in these guidelines are placed here in alphabetical order for your convenience.

1. *Manual for Railway Engineering*, 2002 American Railway Engineering and Maintenance-of-Way Association.
2. *TRENCHING AND SHORING MANUAL*, January 1990, Revision 11/12/96. State of California Department of Transportation, Office of Structures Construction.

SAMPLE PROBLEM

Point in question: S = 12 ft H = 6 ft

$$q = \frac{80,000 \text{ lbs}}{(5 \text{ ft})(9 \text{ ft})} = 1778 \text{ psf for E80 loading, axle spacing} = 5 \text{ ft, tie length } b = 9 \text{ ft}$$

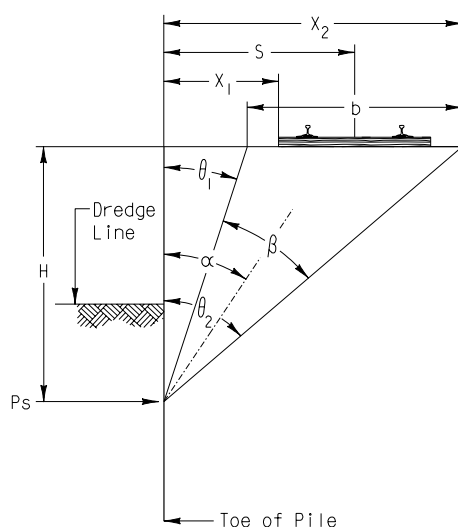
$$\text{Solve for } X_1 = S - b/2 = 7.5 \text{ ft}$$

$$\text{Solve for } X_2 = S + b/2 = 16.5 \text{ ft}$$

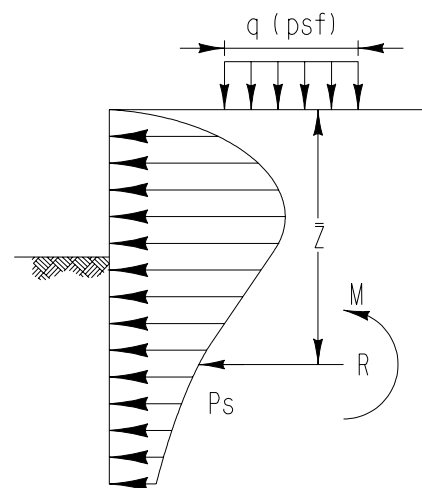
$$\text{Solve for } \theta_1 = \arctan\left(\frac{X_1}{H}\right) = 0.896 \text{ radians} \quad \text{Solve for } \theta_2 = \arctan\left(\frac{X_2}{H}\right) = 1.222 \text{ radians}$$

$$\text{Solve for } \beta = \theta_2 - \theta_1 = 0.326 \text{ radians} \quad \text{Solve for } \alpha = \frac{\theta_1 + \theta_2}{2} = 1.059 \text{ radians}$$

Note: $\tan \alpha \neq \frac{S}{H}$



PRESSURE DISTRIBUTION FOR STRIP LOAD



EQUIVALENT LOADING

- Pressure, P_s due to E80 liveload at the above-identified point:

$$P_s = \frac{2q}{\pi} (\beta - \sin \beta \cos 2\alpha) = \frac{2 * 1778}{\pi} (0.326 - \sin(0.326) \cos(2 * 1.059)) = 558 \text{ psf}$$

- Shear due to E80 liveload at the above-identified point:

$$R_x = \frac{2qH\beta}{\pi} = \frac{2 * 1778 * 6 * 0.326}{\pi} = 2214 \text{ lbs/ft}$$

- Depth \bar{z} from base of tie:

$$\bar{z} = \frac{H^2\beta - bH + X_2^2\left(\frac{\pi}{2} - \theta_2\right) - X_1^2\left(\frac{\pi}{2} - \theta_1\right)}{2H\beta} = \frac{6^2 * 0.326 - 9 * 6 + 16.5^2\left(\frac{\pi}{2} - 1.222\right) - 7.5^2\left(\frac{\pi}{2} - 0.896\right)}{2 * 6 * 0.326} = 3.77 \text{ ft}$$

SAMPLE PROBLEM (CONTINUED)

- Moment due to E80 liveload at the above identified point:

$$M = R_x (H - \bar{z}) = 2214 * (6 - 3.77) = 4940 \text{ ft-lbs/ft}$$

Use the above equations to determine P_s , M , R_x & \bar{z} due to the E80 liveload along the **entire** depth of the shoring system. Typically the equations are evaluated on 6" increments to determine the maximum values along the depth of the shoring system. The resultants must be combined with other applicable pressures and loads to evaluate the total loading on the shoring system for the entire depth of the system. Determine the minimum embedment depth required and the minimum cross sectional properties of the shoring system based on the allowable stresses and the required factors of safety.

CHART A

This chart identifies the active pressure and resulting forces due to E80 live load.

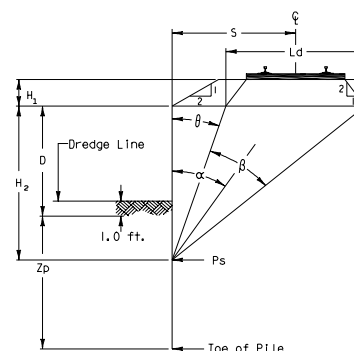
See "SAMPLE PROBLEM" sheet for definitions of variables and equations.

1. Select distance S from track centerline to face of shoring.

2. Select depth H₂ below base of tie.

3. Read P_s, M, R and Z̄ from the table.

4. Use the procedure outlined in the sample problem to determine values at non-tabulated points.



$$P_s = \frac{2q}{\pi} [\beta - \sin \beta \cos(2\alpha)]$$

where q = 1778 psf

Boussinesq surcharge pressure E80 live load for H₁=0

Depth below top of shoring H ₂ (ft)	Variables	Horizontal distance (S) from shoring to track CL measured at a right angle									
		12	14	16	18	20	22	24	26	28	30
2	P_s (psf)	305	220	166	130	105	86	72	61	53	46
	α (radians)	1.38	1.41	1.44	1.45	1.47	1.48	1.48	1.49	1.50	1.50
	β (radians)	0.14	0.10	0.07	0.06	0.05	0.04	0.03	0.03	0.02	0.02
	Z̄ (ft)	1.32	1.33	1.33	1.33	1.33	1.33	1.33	1.33	1.33	1.33
	M (ft-lbs/ft)	215	152	114	89	71	58	49	41	36	31
	R (lbs/ft)	317	226	170	132	106	87	73	62	53	46
4	P_s (psf)	496	381	299	240	197	164	138	118	102	89
	α (radians)	1.21	1.27	1.31	1.34	1.36	1.38	1.40	1.41	1.43	1.44
	β (radians)	0.25	0.19	0.14	0.11	0.09	0.07	0.06	0.05	0.05	0.04
	Z̄ (ft)	2.59	2.61	2.63	2.64	2.64	2.65	2.65	2.65	2.65	2.66
	M (ft-lbs/ft)	1,609	1,165	882	692	557	459	384	327	281	244
	R (lbs/ft)	1,141	840	643	508	411	339	285	242	209	182
6	P_s (psf)	558	461	381	317	266	225	193	167	146	128
	α (radians)	1.06	1.13	1.19	1.23	1.27	1.29	1.32	1.34	1.35	1.37
	β (radians)	0.33	0.25	0.20	0.16	0.13	0.11	0.09	0.08	0.07	0.06
	Z̄ (ft)	3.77	3.83	3.88	3.90	3.92	3.94	3.95	3.96	3.96	3.97
	M (ft-lbs/ft)	4,944	3,674	2,830	2,244	1,822	1,508	1,269	1,082	933	813
	R (lbs/ft)	2,214	1,696	1,332	1,070	877	731	618	529	458	400
8	P_s (psf)	535	476	414	358	309	268	234	205	181	160
	α (radians)	0.94	1.02	1.08	1.13	1.17	1.21	1.24	1.26	1.29	1.30
	β (radians)	0.37	0.29	0.24	0.19	0.16	0.14	0.12	0.10	0.09	0.08
	Z̄ (ft)	4.84	4.97	5.06	5.11	5.16	5.19	5.21	5.23	5.24	5.26
	M (ft-lbs/ft)	10,481	8,006	6,286	5,051	4,141	3,452	2,920	2,501	2,165	1,892
	R (lbs/ft)	3,316	2,641	2,134	1,751	1,456	1,228	1,047	903	786	689
10	P_s (psf)	474	449	411	370	329	293	260	232	207	186
	α (radians)	0.83	0.92	0.99	1.04	1.09	1.13	1.17	1.19	1.22	1.24
	β (radians)	0.38	0.32	0.26	0.22	0.19	0.16	0.14	0.12	0.10	0.09
	Z̄ (ft)	5.81	6.02	6.16	6.26	6.34	6.39	6.44	6.47	6.50	6.52
	M (ft-lbs/ft)	18,145	14,227	11,385	9,280	7,689	6,463	5,502	4,736	4,117	3,610
	R (lbs/ft)	4,328	3,571	2,964	2,482	2,099	1,792	1,544	1,341	1,175	1,037
12	P_s (psf)	404	403	386	360	331	302	274	248	225	204
	α (radians)	0.75	0.83	0.90	0.96	1.01	1.06	1.10	1.13	1.16	1.18
	β (radians)	0.38	0.33	0.28	0.24	0.20	0.18	0.15	0.13	0.12	0.11
	Z̄ (ft)	6.68	6.97	7.18	7.34	7.46	7.55	7.61	7.67	7.71	7.75
	M (ft-lbs/ft)	27,703	22,237	18,121	14,980	12,550	10,641	9,121	7,895	6,894	6,068
	R (lbs/ft)	5,207	4,424	3,763	3,214	2,762	2,389	2,080	1,823	1,608	1,427
14	P_s (psf)	338	351	349	337	319	298	276	255	234	215
	α (radians)	0.68	0.76	0.83	0.89	0.94	0.99	1.03	1.07	1.10	1.13
	β (radians)	0.38	0.33	0.28	0.25	0.22	0.19	0.17	0.15	0.13	0.12
	Z̄ (ft)	7.46	7.85	8.13	8.35	8.51	8.64	8.74	8.82	8.89	8.94
	M (ft-lbs/ft)	38,880	31,856	26,395	22,116	18,729	16,021	13,831	12,043	10,568	9,339
	R (lbs/ft)	5,948	5,178	4,499	3,913	3,414	2,990	2,631	2,327	2,068	1,847
16	P_s (psf)	280	301	310	308	300	286	271	254	237	220
	α (radians)	0.62	0.70	0.77	0.83	0.88	0.93	0.97	1.01	1.04	1.07
	β (radians)	0.36	0.32	0.28	0.25	0.22	0.20	0.18	0.16	0.14	0.13
	Z̄ (ft)	8.17	8.64	9.01	9.29	9.51	9.68	9.82	9.93	10.03	10.10
	M (ft-lbs/ft)	51,411	42,880	36,066	30,598	26,183	22,590	19,644	17,207	15,175	13,468
	R (lbs/ft)	6,563	5,829	5,158	4,560	4,034	3,576	3,179	2,837	2,540	2,284

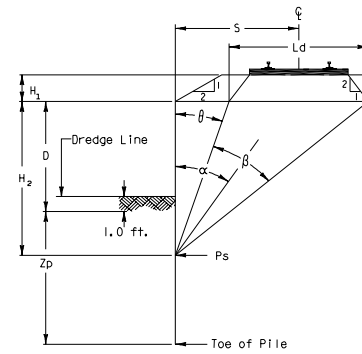
CHART A continued

This chart identifies the active pressure and resulting forces due to E80 live load.
See "SAMPLE PROBLEM" sheet for definitions of variables and equations.

1. Select distance S from track centerline to face of shoring.
2. Select depth H₂ below base of tie.
3. Read P_s, M, R and Z̄ from the table.
4. Use the procedure outlined in the sample problem to determine values at non-tabulated points.

$$P_s = \frac{2q}{\pi} [\beta - \sin \beta \cos(2\alpha)]$$

where q = 1778 psf



Boussinesq surcharge pressure E80 live load for H₁=0

Depth below top of shoring H ₂ (ft)	Variables	Horizontal distance (S) from shoring to track CL measured at a right angle									
		12	14	16	18	20	22	24	26	28	30
18	P_s (psf)	231	256	271	277	276	269	259	247	234	220
	α (radians)	0.57	0.64	0.71	0.77	0.82	0.87	0.92	0.96	0.99	1.02
	β (radians)	0.35	0.31	0.28	0.25	0.23	0.20	0.18	0.16	0.15	0.13
	Z̄ (ft)	8.80	9.37	9.81	10.16	10.44	10.67	10.85	11.00	11.12	11.22
	M (ft-lbs/ft)	65,062	55,110	46,976	40,313	34,834	30,304	26,536	23,384	20,728	18,477
	R (lbs/ft)	7,072	6,386	5,739	5,145	4,609	4,132	3,710	3,338	3,012	2,725
20	P_s (psf)	191	217	236	246	250	249	244	237	227	217
	α (radians)	0.52	0.59	0.66	0.72	0.77	0.82	0.87	0.91	0.94	0.98
	β (radians)	0.33	0.30	0.28	0.25	0.23	0.21	0.19	0.17	0.15	0.14
	Z̄ (ft)	9.37	10.03	10.56	10.98	11.32	11.59	11.82	12.01	12.16	12.30
	M (ft-lbs/ft)	79,641	68,368	58,973	51,137	44,586	39,093	34,465	30,548	27,216	24,367
	R (lbs/ft)	7,493	6,859	6,245	5,668	5,135	4,651	4,214	3,822	3,474	3,163
22	P_s (psf)	159	184	204	217	225	228	227	223	217	210
	α (radians)	0.49	0.55	0.62	0.67	0.73	0.77	0.82	0.86	0.90	0.93
	β (radians)	0.31	0.29	0.27	0.25	0.23	0.21	0.19	0.17	0.16	0.14
	Z̄ (ft)	9.89	10.64	11.24	11.73	12.14	12.47	12.74	12.97	13.17	13.33
	M (ft-lbs/ft)	94,986	82,497	71,913	62,945	55,341	48,878	43,370	38,658	34,611	31,122
	R (lbs/ft)	7,842	7,260	6,684	6,131	5,611	5,128	4,685	4,283	3,918	3,590
24	P_s (psf)	133	157	176	191	202	207	210	209	206	201
	α (radians)	0.45	0.52	0.58	0.63	0.68	0.73	0.78	0.82	0.85	0.89
	β (radians)	0.30	0.28	0.26	0.24	0.22	0.20	0.19	0.17	0.16	0.15
	Z̄ (ft)	10.35	11.19	11.87	12.44	12.90	13.29	13.62	13.89	14.13	14.32
	M (ft-lbs/ft)	110,969	97,366	85,670	75,625	66,997	59,577	53,183	47,661	42,875	38,716
	R (lbs/ft)	8,132	7,600	7,064	6,540	6,037	5,564	5,122	4,715	4,342	4,001
26	P_s (psf)	112	134	153	168	180	188	192	194	193	191
	α (radians)	0.42	0.48	0.54	0.60	0.65	0.69	0.74	0.78	0.82	0.85
	β (radians)	0.28	0.27	0.25	0.23	0.22	0.20	0.19	0.17	0.16	0.15
	Z̄ (ft)	10.78	11.69	12.45	13.09	13.62	14.07	14.44	14.77	15.04	15.28
	M (ft-lbs/ft)	127,485	112,863	100,135	89,071	79,460	71,105	63,836	57,499	51,963	47,113
	R (lbs/ft)	8,376	7,890	7,393	6,899	6,418	5,959	5,524	5,118	4,741	4,393
28	P_s (psf)	94	114	132	148	160	169	175	179	180	180
	α (radians)	0.40	0.46	0.51	0.56	0.61	0.66	0.70	0.74	0.78	0.81
	β (radians)	0.27	0.26	0.24	0.23	0.21	0.20	0.19	0.17	0.16	0.15
	Z̄ (ft)	11.17	12.16	12.99	13.70	14.29	14.80	15.23	15.60	15.91	16.19
	M (ft-lbs/ft)	144,448	128,896	115,211	103,191	92,642	83,385	75,258	68,113	61,823	56,274
	R (lbs/ft)	8,581	8,137	7,677	7,214	6,758	6,315	5,892	5,491	5,115	4,764
30	P_s (psf)	80	98	115	130	142	152	160	165	167	168
	α (radians)	0.37	0.43	0.48	0.53	0.58	0.63	0.67	0.71	0.74	0.78
	β (radians)	0.26	0.25	0.23	0.22	0.21	0.20	0.18	0.17	0.16	0.15
	Z̄ (ft)	11.52	12.59	13.49	14.26	14.92	15.48	15.97	16.38	16.75	17.06
	M (ft-lbs/ft)	161,789	145,388	130,819	117,903	106,466	96,343	87,381	79,443	72,404	66,153
	R (lbs/ft)	8,755	8,349	7,925	7,492	7,060	6,636	6,227	5,834	5,462	5,112
32	P_s (psf)	69	85	101	115	127	137	145	151	155	157
	α (radians)	0.35	0.41	0.46	0.51	0.55	0.60	0.64	0.68	0.71	0.75
	β (radians)	0.25	0.24	0.22	0.21	0.20	0.19	0.18	0.17	0.16	0.15
	Z̄ (ft)	11.85	12.98	13.95	14.79	15.51	16.13	16.67	17.13	17.54	17.89
	M (ft-lbs/ft)	179,452	162,274	146,888	133,136	120,859	109,909	100,144	91,432	83,655	76,706
	R (lbs/ft)	8,904	8,532	8,140	7,736	7,329	6,925	6,531	6,150	5,785	5,438

GUIDELINE & WEBSITE DIRECTORY

BNSF guidelines are as follows:

- a. Guidelines for Design and Construction of Grade Separation Structures.

UPRR guidelines are as follows:

- a. **Underpass Structures** – “Guidelines for Design and Construction of Grade Separation Underpass Structures.”
- b. **Overhead Grade Separation** – “Guidelines for Design of Highway Separation Structures Over Railroad (Overhead Grade Separation).”
- c. **Demolition** – “Guidelines for Preparation of a Bridge Demolition and Removal Plan for Structures Over Railroad.”
- d. **Shoofly** – “Guidelines for Design and Construction of Shoofly (Detour) Tracks.”
- e. **Fiber Optic** – “UPRR Fiber Optic Engineering, Construction And Maintenance Standards.” 1/1/2002
- f. **Pipeline** – “Pipeline Installation” available at www.uprr.com.
- g. **Industry Track** – “Technical Specification for Construction of Industrial Tracks”

WEBSITE DIRECTORY:

- 1. www.astm.org
- 2. www.arena.org
- 3. www.bnsf.com
- 4. www.pilespecs.com
- 5. www.uprr.com

AREMA Table 8-20-1. Granular Soils

Descriptive Term for Relative Density	Standard Penetration Test Blows per Foot "N"
Very Loose	0 - 4
Loose	4 - 10
Medium	10 - 30
Dense	30 - 50
Very Dense	Over 50

AREMA Table 8-20-2. Silt and Clay Soils

Descriptive Term for Consistency	Unconfined Compressive Strength Tons per Square Foot
Very Soft	Less than 0.25
Soft	0.25 - 0.50
Medium	0.50 - 1.00
Stiff	1.00 - 2.00
Very Stiff	2.00 - 4.00
Hard	Over 4.00

AREMA Table 8-20-3. Unit Weights of Soils, and Coefficients of Earth Pressure

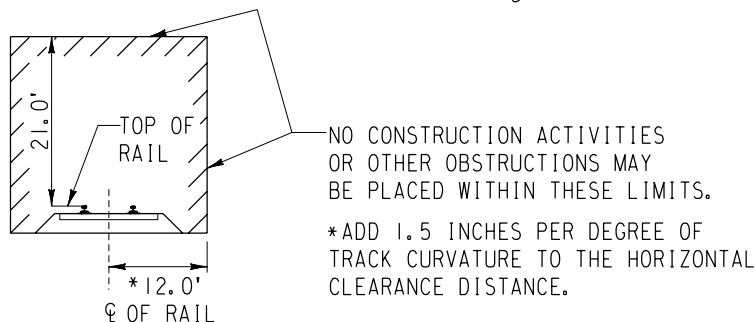
Type of Soil	Unit Weight of Moist Soil, γ (Note 1)		Unit Weight of Submerged Soil, γ' (Note 1)		Coefficient of Active Earth Pressure, K_A				Coefficient of Passive Earth Pressure, K_p		
					For Backfill	For Soils in Place	Friction Angles (Note 2)		For Soils in Place	Friction Angles (Note 2)	
	Minimum	Maximum	Minimum	Maximum			ϕ	δ		ϕ	δ
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Clean Sand:											
Dense	110	140	65	78		0.20	38	20	9.0	38	25
Medium	110	130	60	68		0.25	34	17	7.0	34	23
Loose	90	125	56	63	0.35	0.30	30	15	5.0	30	20
Silty Sand:											
Dense	110	150	70	88		0.25			7.0		
Medium	95	130	60	68		0.30			5.0		
Loose	80	125	50	63	0.50	0.35			3.0		
Silt and Clay (Note 3)	$\frac{165(1 + w)}{1 + 2.65w}$		$\frac{103}{1 + 2.65w}$		1.00	$1 - \frac{q_u}{p + \gamma z}$			$1 + \frac{q_u}{p + \gamma z}$		
<p>Note 1: In pounds per cubic foot.</p> <p>Note 2: These angles, expressed in degrees, are ϕ, the angle of internal friction, and δ, the angle of wall friction, and are used in estimating the coefficients under which they are listed.</p> <p>Note 3: The symbol γ represents γ or γ', whichever is applicable; p is the effective unit pressure on the top surface of the stratum; q_u is the unconfined compressive strength; w is the natural water content, in percentage of dry weight; and z is the depth below the top surface of the stratum.</p>											

General criteria:

- Design loads to be based on the AREMA manual and Cooper E80 loading.
- Pressure due to embankment surcharges.
- ASTM designation and yield strength for each material.
- Maximum allowable bending stress for steel is $0.55F_y$.
- Temporary overstress allowances are not acceptable.
- All timber members shall be Douglas Fir Grade 2 or better.
- Insitu soil classification.
- Backfill soil classification.
- Internal angle of friction and unit weight of soil.
- Active and passive soil coefficients.
- Backfill compacted to a minimum of 95% Proctor density per ASTM D-1557.
- Slopes without shoring shall not be steeper than 2 horizontal to 1 vertical.
- Dredge line elevation.
- Shoring deflection to be calculated and meet Railroad requirements.

Miscellaneous:

- Project name, location, GPS coordinates, track owner, Railroad line segment, milepost and subdivision in the title block.
- Procedure outlining the installation and removal of the temporary shoring system.
- General notes specifying material requirements, design data, details, dimensions and cross-sections, sequence of construction etc.
- A description of tieback installation including drilling, grouting, stressing information and testing procedures, anchor capacity, type of tendon, anchorage hardware, minimum unbonded lengths, minimum anchor lengths, angle of installation, tieback locations and spacing.
- All details for construction of drainage facilities associated with the shoring system shall be clearly indicated.
- Details and descriptions of all shoring system members and connection details.
- Settlement and displacement calculations.
- Handrail and protective fence details along the excavations.
- Drawings must be signed and stamped by a Licensed Professional Engineer, registered in the state where the work will be performed.
- Call before you dig number.
- Construction clearances diagram as shown below.



MINIMUM CONSTRUCTION

CLEARANCES (NORMAL TO RAILROAD) Not to scale	DESIGN BY:	NAME & LOGO OF ENGINEERING FIRM OR PROJECT OWNER		
	DRAWN BY:			
	SCALE:	GENERAL CRITERIA AND MISCELLANEOUS		
	DRAWING NO:			
	SHEET: 1 of 3	RR M.P.	SUBDIVISION	
	DOT#:	CITY	COUNTY	STATE
	DATE:	PROJECT NAME & LOCATION		

General plan view should show:

- a. Railroad right-of-way and North arrow.
- b. Position of all Railroad tracks and identify each track as mainline, siding, spur, etc.
- c. Spacing between all existing tracks.
- d. Location of all access roadways, drainage ditches and direction of flow.
- e. Footprint of proposed structure, proposed shoring system and any existing structures if applicable.
- f. Proposed horizontal construction clearances. The minimum allowable is 12 feet measured at a right angle from centerline of track.
- g. Location of existing and proposed utilities.
- h. Drawings must be signed and stamped by a Licensed Professional Engineer, registered in the state where the work will be performed.
- i. Railroad and other "CALL BEFORE YOU DIG" numbers.
- j. Detailed view of shoring along with controlling elevations and dimensions.

DESIGN BY:	NAME & LOGO OF ENGINEERING FIRM OR PROJECT OWNER		
DRAWN BY:			
SCALE:	GENERAL PLAN VIEW		
DRAWING NO:			
SHEET: 2 OF 3	RR M.P.	SUBDIVISION	
DOT#:	city	COUNTY	STATE
DATE:	PROJECT NAME & LOCATION		

Typical section and elevation should show:

- a. Top of rail elevations for all tracks.
- b. Offset from the face of shoring system to the centerline of all tracks at all changes in horizontal alignment.
- c. All structural components, controlling elevations and dimensions of shoring system.
- d. All drainage ditches and controlling dimensions.
- e. All slopes, existing structures and other facilities which may surcharge the shoring system.
- f. Location of all existing and proposed utilities.
- g. Total depth of shoring system.

DESIGN BY:	NAME & LOGO OF ENGINEERING FIRM OR PROJECT OWNER		
DRAWN BY:			
SCALE:	TYPICAL SECTION & ELEVATION VIEW		
DRAWING NO:			
SHEET: 3 of 3	RR M.P.		SUBDIVISION
DOT#:	CITY	COUNTY	STATE
DATE:	PROJECT NAME & LOCATION		